

**LODDON SHIRE COUNCIL**

Notice of an Ordinary Meeting of the Loddon Shire Council to be held in the Council Chambers, Serpentine on Tuesday 28 October 2014 at 3pm.

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**1. APOLOGIES**

Nil

**2. PREVIOUS MINUTES**

**2.1 CONFIRMATION OF MINUTES**

**SUMMARY**

Seeking approval of the unconfirmed minutes of the previous Council Forum and Meetings.

Author: John McLinden - Chief Executive Officer

Council Plan ref: Core business 8: Compliance

File No: 02/01/001

Attachment: Nil

**RECOMMENDATION**

*That Council confirm:*

1. *the minutes of the Council Briefing of 23 September 2014*
2. *the minutes of the Ordinary Council Meeting of 23 September 2014*
3. *The minutes of the Council Forum of 14 October 2014*
4. *The minutes of the Special Council Meeting of 14 October 2014*

**2.2 REVIEW OF ACTION SHEET**

**SUMMARY**

Approval of Action Sheet.

Author: John McLinden - Chief Executive Officer

Council Plan ref: Core business 8: Compliance

File No: 02/01/001

Attachment: 2.2 Action Sheet

**RECOMMENDATION**

*That Council receive and note the Action Sheet.*

### **3. COUNCILLORS' REPORTS**

#### **3.1 MAYORAL REPORT**

##### **SUMMARY**

Approval of the Mayoral Report.

Author:	John McLinden, Chief Executive Officer
Council Plan ref:	Core business 1: Leadership
File No:	02/01/001
Attachment:	Nil

##### **RECOMMENDATION**

*That Council receive and note the Mayoral Report.*

#### **3.2 COUNCILLORS' REPORT**

##### **SUMMARY**

Approval of Councillors' Reports.

Author:	John McLinden, Chief Executive Officer
Council Plan ref:	Core business 1: Leadership
File No:	02/01/001
Attachment:	Nil

##### **RECOMMENDATION**

*That Council receive and note the Councillors' Report.*

## 4. **DECISION REPORTS**

### 4.1 **2015 COUNCIL MEETING SCHEDULE**

#### **SUMMARY**

This report provides a schedule for suggested Council meetings for 2014.

Author:	John McLinden, Chief Executive Officer
Council Plan ref:	Core Business 8: Compliance
File no:	02/04/001
Attachment:	Nil

#### **RECOMMENDATION**

That Council:

1. *approve the schedule of Council Meetings for 2015 as contained within this report*
2. *provide public notice of the Council Meeting schedule.*

#### **PREVIOUS COUNCIL DISCUSSION**

Nil.

#### **BACKGROUND**

The Loddon Shire Council has traditionally conducted Council meetings on a monthly cycle. It is proposed that this meeting schedule be continued through 2015.

#### **ISSUES/DISCUSSION**

The proposed 2015 schedule of Council Meetings is as follows:

Tuesday 27 January	Tuesday 26 May	Tuesday 22 September
Tuesday 24 February	Tuesday 23 June	Tuesday 27 October
Tuesday 24 March	Tuesday 28 July	Tuesday 24 November
Tuesday 28 April	Tuesday 25 August	Tuesday 15 December

Council should also continue to have briefing meetings prior to each Council Meeting to primarily brief Council on Council Meeting agenda items for that day. Council Forums will also be held on the second Tuesday of the month to enable councillors to consider any other current issues affecting the Loddon Shire.

Council Meetings will commence at 3.00pm. The venue for Council Meetings is proposed to be the Council Chambers, Loddon Valley Highway, Serpentine.

Once approved, the schedule of Council meetings will be posted on Council's website, published in the Loddon Bulletin and advertised by way of public notice in newspapers and newsletters circulating generally within the municipality. Council Meetings will continue to be open to the public.

#### **COSTS/BENEFITS**

The benefits of holding all meetings at Serpentine are that there is certainty of the location of each meeting if guests are being invited or if the general public wish to attend.

**RISK ANALYSIS**

Nil.

**CONSULTATION AND ENGAGEMENT**

Nil.

## 4.2 2014 CHRISTMAS NEW YEAR HOLIDAY PERIOD

### **SUMMARY**

This report seeks approval from Council for closure of the Wedderburn and Serpentine Administrative Centres over the Christmas/New Year period.

Author:	John McLinden, Chief Executive Officer
Council Plan ref:	Core Business 8: Compliance
File no:	02/04/001
Attachment:	Nil

### **RECOMMENDATION**

That:

1. Council approve the closure of the Wedderburn and Serpentine administrative centres from midday Wednesday 24 December 2014 and reopening at 8.15 am on Monday 5 January 2015
2. Notice of these amended office hours be published in the public notices sections of newspapers circulating within the Loddon Shire.

### **PREVIOUS COUNCIL DISCUSSION**

Nil.

### **BACKGROUND**

The Loddon Shire Council has historically closed the Wedderburn and Serpentine administrative centres to the public over the Christmas/New Year holiday period.

### **ISSUES/DISCUSSION**

In 2014 Christmas Day falls on a Thursday and it is proposed that Council shut the Wedderburn and Serpentine Administrative Centres from midday Wednesday 24 December 2014 and reopen at 8.15 am on Monday 5 January 2015. As the New Year's Day holiday falls on Thursday 1 January, it is suggested that staff should not be called back to work for one day on Friday 2 January.

Council's traditional Staff Christmas Party is proposed to be held on the afternoon of Tuesday 23 December 2014. An emergency response crew will be available on call for that afternoon. A skeleton crew will be employed across the Christmas/New Year period to attend to any emergency callouts.

### **COSTS/BENEFITS**

Nil.

### **RISK ANALYSIS**

This period has generally been a time of low customer enquiry and the shutdown has provided the opportunity to allow staff to have a refreshing family break with minimum interruption to business activities.

### **CONSULTATION AND ENGAGEMENT**

Nil.

### 4.3 FINANCE REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2014

#### **SUMMARY**

This report provides Council with financial information for the period ending 30 September 2014.

Author	Deanne Caserta, Manager Financial Services
Council Plan ref:	Strategic enabler: Sound financial management protocols
File no:	08/06/001
Attachment:	Finance Report for Period Ending 30 September 2014

#### **RECOMMENDATION**

*That Council:*

1. *receives and notes the 'Finance Report for the period ending 30 September 2014'*
2. *approves budget revisions included in the report for internal reporting purposes only*
3. *approves the supplementary valuations of rateable and non-rateable properties in respect of the 2014/15 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2014/15.*

#### **PREVIOUS COUNCIL DISCUSSION**

Council is provided with Finance Reports on a monthly basis.

#### **BACKGROUND**

The Finance Report for the period ended 30 September 2014 includes standard monthly information about budget variations, cash, investments, interest, debtors and creditors, and provides a comparison of year-to-date actual results to year-to-date budget (by dollars and percentage) and total revised budget (by percentage).

The information is in the format provided in the 2014/15 Budget, and includes operating results, capital expenditure and funding sources.

This Finance Report also includes supplementary valuations. Each year Council makes a number of additions, subtractions and alterations to the valuations contained in the annual rate book. These changes arise from various sources including:

- splitting of parcels into new rateable assessments
- development of vacant or unproductive land (urban and rural)
- consolidation of separate rateable assessments into one assessment
- re-assessment of property valuations arising from objections to the initial valuation
- additions and cancellations of licences (grazing and water frontages)
- change of use
- covenant on Title
- area amendment
- change of Australian Valuation Property Classification Code (AVPCC)
- supplementary valuation correction.



### **ISSUES/DISCUSSION**

This month a capital and major projects variance report has been included as per the new reporting regime. This gives explanation notes for capital expenditure and some major projects included as operating expenditure and is designed to provide Council with progress information on these works.

### **COSTS/BENEFITS**

The benefit to Council and the community is that accurate and regular financial reporting is being disclosed along with an accurate representation of property valuations is reflected in Council's rating system and the distribution of rate notices for the year 2014/15.

Provision of financial reports on at least a quarterly basis is a requirement of the Local Government Act.

### **RISK ANALYSIS**

The provision of regular and accurate finance reports to Council minimises the risk of Council not delivering projects within the approved budget. Council's risk exposure is also increased if the rating system does not reflect the valuation changes associated with supplementary valuations as Council will not be aware of the changes, which can alter the rate revenue in the current year and in future rating years.

### **CONSULTATION AND ENGAGEMENT**

There has been considerable consultation internally with respective managers in understanding their budget responsibilities and keeping within budgetary constraints.

Consultation with ratepayers and authorities that act on behalf of ratepayers occurs when a change to a property is required or occurs by virtue of a sale.

External engagement with the community was undertaken during the submission period of the budget, and regular reporting provides a mechanism of monitoring the financial outcomes of Council against that expectation.

#### 4.4 RURAL SEXUAL HEALTH PROJECT PROPOSAL

##### **SUMMARY**

This report is to provide council with information on the opportunity to support the installation of condom vending machines in the municipality.

Author	Wendy Gladman, Director Community Wellbeing
Council Plan ref:	Core business 2: Provision of wellbeing services
File no:	12/01/001
Attachment:	Nil

##### **RECOMMENDATION**

*That Council support the Centre for Excellence in Rural Sexual Health project to install condom vending machines into two locations in the municipality.*

##### **PREVIOUS COUNCIL DISCUSSION**

A briefing paper was presented at the Council forum in May 2014 and follow up information provided at the October 2014 forum.

##### **BACKGROUND**

On 12 February 2014 Council received a letter from Associate Professor Jane Tomnay, Director, Centre for Excellence in Rural Sexual Health (CERSH), University of Melbourne. The letter was to introduce a program being promoted by CERSH to install condom vending machines into rural Victoria.

CERSH is funded by the Department of Health Victoria to ensure that all rural Victorians have access to quality sexual health care, information and support that is tailored to their individual needs.

Professor Tomnay's letter notes that the notification rates of sexually transmissible infections (STI's) in Victoria, particularly Chlamydia, have been rising dramatically over the past decade and access to health interventions to prevent infection within regional Victoria is limited as compared to metropolitan areas. In 2013 there were 19,338 notifications of Chlamydia in Victoria of which approximately 20% were in people aged 19 years or younger, with a further 47% in those aged between 20 and 29 years.

Given that the most successful public health strategy in Australia to prevent transmission of STI's is encouraging safer sexual practices (for example, use of condoms) and the majority of Chlamydia infections are found in young people, CERSH is promoting a strategy that provides twenty four hour access to affordable condoms.

The Shire of Gordon previously operated condom vending machines at the public toilets in Nolen's Park and Kelly Street, Pyramid Hill. These were still operating at the time of amalgamation.

Condoms were available for \$1 per unit, and council staff were responsible for the monitoring, restocking and removal of money.

There were ongoing issues with vandalism, and the units requiring constant repair - eventually the units were removed from the facilities.

##### **ISSUES/DISCUSSION**

CERSH is interested in continuing and extending its partnerships with local governments in regional Victoria to enhance access to condoms for young people. This includes the installation of condom vending machines in areas that are easily accessible and provide a level of confidentiality for young people, as purchasing condoms in local chemists and supermarkets is often not seen by them as an option.

Access to condoms by young people in rural communities is problematic. Issues of privacy, lack of service provider choice, transport and cost are barriers that prevent young people from accessing condoms, particularly after business hours.

Contact was made with a number of businesses throughout the municipality to determine if condoms were available for sale, and if so, how they could be accessed. Condoms were available at multiple locations throughout the municipality, although in some instances stored behind counters where they had to be requested. Studies have determined that young people are unlikely to purchase them at a store where they are known to the staff.

CERSH has previously funded successful pilot projects in three Local Government Areas and are now looking to replicate this success in other municipalities within the Loddon Mallee region.

Each council in the pilot projects identified two separate locations within their municipality that were accessible to local young people and two condom vending machines were installed in each location. Preference was given to locations that were open 24 hours per day and accessible without transport.

The levels of vandalism experienced over the past four years in the project sites were noted as manageable and the machines are proving to be self-funding.

### **COSTS/BENEFITS**

CERSH has advised that they are in a position to fund the purchase of 4 condom vending machines (for two separate locations) and provide an initial 2000 condoms.

Whilst this support would initially provide the machines, council would be responsible for any repairs or future replacement of units if required. Council would also be required to monitor, remove cash and restock the units on a regular basis, and whilst this is not onerous it does raise a number of risks that are identified in the risk analysis. The purchase price of Condom vending machines is approximately \$1,500.

The machines can be set to charge at \$1 or \$2 per unit, the cost of purchasing condoms in large quantities is around 15c per unit. The pilot projects determined that the units were cost neutral or even at times provided a surplus which was then used to fund other youth programs. Given the smaller population in the Loddon Shire, it is likely that the quantity sold would not necessarily be cost neutral, but the labour required to monitor and maintain the units would not be onerous. With the cleaning of public toilets contracted externally, this would though, require staff to attend specifically to undertake these duties.

Studies have found that the consistent and correct use of condoms significantly reduces transmission of chlamydia. Chlamydia infections that are left untreated can lead to Pelvic Inflammatory Disease and infertility to women and testicular problems in men. Prevention has a stronger importance when we consider that young people who contract an STI may not seek treatment for the same reasons as previously noted, lack of privacy/anonymity when seeking treatment, lack of accessible transport and costs of treatment.

### **RISK ANALYSIS**

#### Vandalism

In the three pilot projects, vandalism, tampering or damage occurred at all sites, however, only two significant episodes of damage required a machine to be sent away for repairs. Graffiti on the outside of the machine and jamming coins into the slot were the most common types of vandalism and were repaired on site by the councils.

#### Community acceptance

Consideration must be given to the community acceptance of a project such as this. The pilot projects reported that whilst there was early resistance from a small number of people at the commencement of the project, the condom vending machines have now been openly accepted and are seen as a successful public health strategy for young people living in the project areas.

To assist Council to make an assessment of the level of acceptance in the community, the Director Community Wellbeing consulted with Secondary School Principals and School Councils to provide information about the project. A positive response was received.

Chain of Custody – security of condoms

While unlikely, breaches in the chain of custody, resulting in damage to condom packaging and contents, either unintentionally or purposely may then reduce the effectiveness and could lead to claims of negligence

Cash handling

Although not insurmountable, cash handling duties would be required by members of staff, which will require effective processes and ongoing monitoring to reduce the risk to staff related to the handling of cash on a regular basis.

**CONSULTATION AND ENGAGEMENT**

The project concept was presented to Secondary School Principals, a School Nurse and Welfare Coordinator and School Councils for comment.

#### 4.5 LEASE OF CROWN LAND FOR NATIONAL BROADBAND NETWORK FACILITY

##### **SUMMARY**

Seeks Council approval for the signing of a lease with NBN Co Ltd to enable installation of a National Broadband Network cabinet and associated fencing adjacent to an existing Telstra facility, on Crown Land for which Loddon Shire Council is the nominated Committee of Management.

Author	David Fry, Manager Infrastructure (Program Development)
Council Plan ref:	Core business 5: Providing quality infrastructure
File no:	15/01/002
Attachment:	Nil

##### **RECOMMENDATION**

*That Council approve the establishment of a 20 year lease agreement with the National Broadband Network Co for part of CA10 Sec1 Township of Boort.*

##### **PREVIOUS COUNCIL DISCUSSION**

Council has not previously discussed or considered this matter.

##### **BACKGROUND**

National Broadband Network Co Ltd (NBN Co) is in the process for planning to install a wireless broadband facility in Boort. The facility is proposed to be co-located at the existing Telstra site on Tower Hill, so as to take advantage of the existing Telstra infrastructure (i.e. mobile phone tower). NBN Co will need to install a small enclosure, approximately 6m x 4m with a 2.4m high perimeter fence, containing an equipment cabinet and associated suspended cable tray leading to the phone tower.

##### **ISSUES/DISCUSSION**

The property address on which the NBN Co cabinet is proposed to be installed is CA 10, Sec1, Township of Boort. This is a parcel of Crown Land for which Council is the Committee of Management (COM).

NBN Co, as part of the installation of their facilities, enters into lease agreements with the owners or managers of the land to be used. As the COM for the above parcel of Crown land, and pursuant to section 17D of the *Crown Lands (Reserves) Act 1978* Council has been authorised by the Minister to enter into a lease agreement.

The lease agreement for this facility is for a term of 20 years and will return Council \$4,000 per annum. The quantum of the lease will be reviewed every third anniversary of the date of commencement.

##### **COSTS/BENEFITS**

The benefits of this project will be to the whole of the Boort community through greatly improved internet speed and capacity.

##### **RISK ANALYSIS**

There is no risk for Council in entering into this lease.

##### **CONSULTATION AND ENGAGEMENT**

Currently consultation/negotiation is underway with the traditional owners as part of the Land Use Activity Agreement under Division 2 of Part 4 of the *Traditional Owners Settlement Act 2010*. This involves agreement on suitable compensation to the traditional owners, the Dja Dja Wurrung Clans Aboriginal Corporation. This compensation may be financial or it may include the provision of signage recognising the traditional owners and information relating to traditional history of the site.

#### 4.6 COUNCIL FUNDING OF FIRE INFRASTRUCTURE

##### **SUMMARY**

Recommends that Council lobby for legislative change to Water Act, so as to specify that the provision, inspection, maintenance and renewal of fire plugs on reticulated water systems rests with the responsible water authority. Also recommends lobbying for amendment to the associated CFA provisions providing power for the fire authority to instruct Council as to where and when such infrastructure should be provided.

Author	Tyson Sutton, Manager Planning and Local Laws
Council Plan ref:	Core business 6: Financial stability
File no:	15/08/006
Attachment:	Nil

##### **RECOMMENDATION**

*That Council:*

1. *Write to the Minister for Water lobbying for changes to the Water Act 1989 and the Country Fire Authority Act 1958 to remove the requirement for Council to provide and fund the installation and maintenance of fire plugs.*
2. *Write to the Minister for Local Government lobbying for changes to the Water Act 1989 and the Country Fire Authority Act 1958 to remove the requirement for Council to provide and fund the installation and maintenance of fire plugs.*
3. *Write to the Minister for Police and Emergency Services lobbying for changes to the Water Act 1989 and the Country Fire Authority Act 1958 to remove the requirement for Council to provide and fund the installation and maintenance of fire plugs.*
4. *Write to the Municipal Association of Victoria requesting that they lobby on behalf of Council for changes to the Water Act 1989 and the Country Fire Authority Act 1958 to remove the requirement for Council to provide and fund the installation and maintenance of fire plugs.*

##### **PREVIOUS COUNCIL DISCUSSION**

This matter has not been previously discussed by Council

##### **BACKGROUND**

Across the Loddon Shire there are approximately 530 fire plugs and tanks connected to town water supplies and stock and domestic pipelines (i.e. reticulated water supply systems). The majority of fire plugs fitted to town water supply systems were installed prior to the creation of the Coliban Region Water Corporation in 1992. Prior to the creation of Coliban Water the predecessor Councils of the Loddon Shire were effectively the local water authorities.

The Country Fire Authority acting under Section 36 of the Country Fire Authority Act 1958 has the power to require Council to provide fire plugs at any location within the municipality serviced by a permanent reticulated water supply system. Given that Council does not own any of the water infrastructure there is a reliance on the various water authorities operating in the Shire to be able to meet any demands of the Country Fire Authority.

Section 165 of the Water Act 1989 allows Council to require a water authority to fix fire plugs to any of the authority's works within the municipal district and therefore meet its obligations under the Country Fire Authority Act 1958. The Water Act also requires that the authority maintain the plug in working order. However Council must meet the costs of providing, installing, marking and maintaining all fire plugs that

the council requires the authority to install. This remains true even when the fire plugs are installed to meet the demands of the Country Fire Authority.

The Coliban Region Water Authority holds the position that Council is responsible for meeting the cost of maintaining all fire plugs within the municipal district irrespective of when or by whom they were installed. This position appears to be derived from Councils historical role as a water authority. The argument being that as Council was the water authority, all fire plugs on the Coliban reticulated network were therefore required by Council. The counter argument being that as Council was the water authority at the time; any fire plugs installed historically (i.e. prior to the establishment of Coliban Water) were in effect required by the water authority and therefore consistent with the transfer of water related infrastructure, remain the sole responsibility of the current water authority.

### **ISSUES/DISCUSSION**

Fire fighting water supply infrastructure is important for community safety as it provides readily available access to water in the event of a fire. However, most of the existing access points in the Loddon Shire are greater than 20 years old and are either approaching or have exceeded their anticipated service life. Given Coliban Water's position on the responsibility for funding maintenance and renewal of fire plugs it is likely that Council will come under increasing pressure to outlay significant funds for repairs and replacement.

In recent years Coliban Water has invoiced Council for the repair and replacement of fire plugs. These invoices have averaged \$800 - \$1000 per fire plug which equates to a potential liability in excess of \$500,000.

The increased prominence of fire risk mitigation and management; increases the likelihood of demand for additional fire fighting infrastructure. In the past two years Council has facilitated 5 water access points on the East Loddon Pipeline and will be installing a further 2 points in the coming months. Loddon Shire is responsible for funding the ongoing maintenance of these water points.

Legislation around fire plugs means that Council can incur ongoing financial liabilities without its consent or consideration. This is an unreasonable and untenable situation. Due to the construction of the Country Fire Authority Act 1958 and the Water Act 1989 Council is in a position where it can be legally required to provide infrastructure that it is not legally able to construct. Council must rely on the provisions of the Water Act 1989 to require the Water Authority install the infrastructure that the Country Fire Authority demands Council provide. The legislation effectively forces Council to act as an intermediary between the Country Fire Authority and a water authority to ensure the provision of infrastructure the Country Fire Authority needs to fulfil its role. Council must then bear the costs of providing and maintaining the fire plugs provided for the use of the Country Fire Authority.

The existing legislative framework creates an inefficient system for the provision of fire plugs and places an unreasonable financial impost on Council. The only available option to resolve this issue is through legislative change.

### **COSTS/BENEFITS**

The current legislative framework creates a potential liability of in excess of \$500,000 for fire plug infrastructure. Changes to the legislation would reduce administrative burden and remove the ability for another organisation to force Council to acquire a financial liability.

### **RISK ANALYSIS**

Unless legislative change is undertaken Council will continue to be subject to an open ended responsibility to fund the provision and maintenance of infrastructure at the demand of an external organisation.

### **CONSULTATION AND ENGAGEMENT**

This matter has been subject to in depth discussion with members of the executive team, Municipal Fire Prevention Officer, Manager Works, Emergency Management Co-ordinator and Coliban Water.



#### 4.7 REQUEST FOR FORMATION WORKS ON UNUSED SECTION OF SALATHIELS ROAD

##### **SUMMARY**

Outlines a recent request received by Council to undertake formation improvement works on a section of unused road reserve (continuation of Salathiels Road) and the associated cost of completing the requested improvements.

Author	David Fry, Manager Infrastructure (Program Development)
Council Plan ref:	Core business 5: Providing quality infrastructure
File no:	15/01/001
Attachment:	Nil

##### **RECOMMENDATION**

*That Council advise the landowner of the estimated cost to upgrade the unused road reserve, and that consistent with the Road Asset Management Plan, such costs would be their responsibility.*

##### **PREVIOUS COUNCIL DISCUSSION**

Council has not previously discussed or considered this issue.

##### **BACKGROUND**

In February 2014; following the sale of the property known as "Ellerslie", Mr Robert Rollinson contacted Council requesting the upgrade of the southern section of Salathiels Road, north from No 2 Weir Road. This upgrade was requested so as to provide secondary access to properties on the east of the Loddon River and adjoining Salathiels road, as well as improve transport routes for property owners and the CFA. This request was directed mainly at addressing access issues on this section of road during flood and wet weather events.

The request is also believed to be driven by limitations of the existing private bridge servicing the Ellerslie property and the associated impact which this structure has on the operation of this agricultural property.

##### **ISSUES/DISCUSSION**

Salathiels Road is approximately 13.2 kilometres long. The section south from the Boort Durham Ox Road for 3.5 kilometres is a Gravel Access Road. The section north from No 2 Weir Road for 4.5 kilometres is an unlicensed unused road reserve. The middle section of 5.2 kilometres is also unused road reserve however is subject to licences with the department of Environment and Primary Industries.

There is vehicular access available along the whole length of Salathiels Road, including the licenced sections, for the majority of the year except in wetter conditions. Goulburn Murray Water (GMW) also uses this road to access the adjacent channel. There have been no requests from GMW to upgrade any sections of this road.

Formation works on the first 1.6 kilometres north from No 2 Weir Road would provide a better level of service to the properties directly affected by access issues during wet weather and flood events on this southern section of Salathiels Road.

Councils Road Asset Management Plan (RAMP) clearly identifies the levels of service to be provided to rural properties. All weather access to the "Ellerslie" property is currently provided via Ellerslie Road; however is reliant on a private driveway and associated bridge. All other properties which have secondary access to Salathiels Road also have primary all-weather access from alternate roads (e.g. Loddon Valley Highway).



Given the condition and weight restrictions associated with the private bridge servicing the Ellerslie property, the current landowner is seeking Council's assistance to improve the secondary access to the property via the southern section (unused road reserve) of Salathiels Road.

Proposed formation works on this section of Salathiels road would however not provide all weather access. An improved road formation would however reduce the length of time which this section of Salathiels Road was unusable during wet conditions.

An estimate to complete proposed formation work has been prepared by the Works Department. The cost of this work is approximately \$40,000. This price does not include the supply of any granular material but has a small allowance to allow the importation of some locally sourced Clay fill if required. In the event that further upgrade works were required to establish a replacement all-weather access to the Ellerslie property, the expected cost will escalate to approximately \$200,000 due to additional pavement installation and upgrade requirements.

### **COSTS/BENEFITS**

These works would not normally be undertaken under any category identified in Council's Road Asset Management Plan, therefore the cost of these works would need a budget allocation outside the capital works program or be funded by those receiving benefit from the works.

### **RISK ANALYSIS**

The risk associated with this project primarily relates to creation of greater public expectation and subsequent impact upon Council's road maintenance and renewal budget.

### **CONSULTATION AND ENGAGEMENT**

There have been a number of site meetings held With Mr Rollinson to discuss access and road upgrade issues associated with Ellerslie and Salathiels Roads.

#### 4.8 PROPOSED SUBSIDY FOR WATER COSTS ASSOCIATED WITH MAINTAINING WEDDERBURN AND INGLEWOOD SPORTING CLUB GRASS PLAYING SURFACES

##### **SUMMARY**

Proposes the introduction of a temporary water subsidy program, enabling potable water use from the Coliban system to ensure that sporting grounds in Inglewood and Wedderburn are maintained to an appropriate standard for the period 15 October 2014 to 15 of April 2015.

Author	Allan Stobaus, Manager Community and Recreation
Council Plan ref:	Strategic Platform 4: Make our towns liveable and memorable
File no:	16/02/001
Attachment:	Nil

##### **RECOMMENDATION**

*That Council:*

1. *Allocate \$32,907 towards subsidising water costs associated with maintaining grass playing surfaces at the Inglewood Sports Centre and both Donaldson Park and Market Square recreation facilities in Wedderburn.*
2. *Undertake a review of the water subsidy project in March 2015 and consider extending the scheme through the development of a formal water subsidy policy.*

##### **PREVIOUS COUNCIL DISCUSSION**

Council has not previously discussed or considered this matter.

##### **BACKGROUND**

Sporting clubs in Wedderburn and Inglewood rely heavily on the Skinners Flat and Inglewood Reservoir water supply's respectively, to provide an affordable water supply to maintain grass sports surfaces that are at an acceptable standard in terms of safety and quality.

At present both of these supplies are exhausted, the immediate result of this is that sporting clubs that rely on these water supplies will have to use more expensive water from the Coliban system to maintain grass playing surfaces. The venues and clubs affected by the current situation include:

- Donaldson Park in Wedderburn (football, hockey, bowls and tennis).
- Market Square in Wedderburn (cricket).
- Inglewood Sports Centre (tennis and football)

This report recommends that Council subsidise water used from the Coliban System for the period 15 October 2014 to 15 of April 2015 to ensure that these important community assets are maintained to an appropriate standard to cater for participation.

##### **ISSUES/DISCUSSION**

At present sporting clubs in Wedderburn and Inglewood are charged \$450 per mega litre (ML) for water used via their respective reservoir water supplies. In comparison the cost per ML that will have to be met by utilising water from the Coliban system is \$2,167 per ML.

Based upon the estimated usage at the above facilities, this cost is prohibitive and will significantly impact on the clubs ability to maintain grass playing surfaces to an acceptable level.

This report recommends that the costs associated with sporting clubs using water from the Coliban system be subsidised based on the following conditions:

- All affected clubs be subsidised the difference between the cost of using reservoir water supplies and the Coliban water supply as detailed in *table 1*.
- That a cap on water use be implemented based on the pre negotiated amount identified by each club required to reasonably maintain the playing surfaces to an acceptable standard (*see table 1*).
- Clubs will not be subsidised for any water use that exceeds the identified cap in table 1 (Note: Cap is calculated as a combination of water supplied via both the Coliban System and Council Reservoirs).
- This subsidy period shall apply during the period 15 October 2014 to 15 of April 2015 (inclusive).

The Inglewood Bowling Club is currently solely reliant on the Coliban Water system for water to maintain their rinks. As they have never had access to reservoir water, this facility has been excluded from the scope of the proposed subsidy scheme.

Councils Manager, Community and Recreation Development will liaise with club representatives and read metres periodically to ascertain water usage from the Coliban system and subsequently calculate the applicable subsidy amount owing to each club.

It is proposed that that Councils Manager, Community and Recreation Development reviews the subsidy program in March 2015, so as to evaluate both the future short term and long term needs of these clubs in terms of water use and the potential requirement to continue the program through development and adoption of a formal water subsidy policy.

Table 1 below provides a summary of calculations in respect to estimated water usage required to maintain grass playing surfaces at each of the nominated facilities, along with the associated water supply costs based upon current tariffs.

**Table 1: Estimated Water Demand and Cost**

Club	Estimated Water Usage Oct 2014 – April 2015 (Combined Capped Subsidy Quantity)	Reservoir System (Rate = \$450 ML)	Coliban System (Rate = \$2167 ML)
<b>Summary of water usage - Wedderburn Grass Sports</b>			
Wedderburn Bowls	2.5	\$1,125	\$5,418
Wedderburn Tennis	2.5	\$1,125	\$5,418
Wedderburn Hockey	3.0	\$1,350	\$6,501
Wedderburn Football	5.0	\$2,250	\$10,835
Wedderburn Cricket	0.5	\$225	\$1,084
<b>Subtotal</b>	<b>13.5</b>	<b>\$6,075</b>	<b>\$29,255</b>
<b>Proposed Wedderburn subsidy amount</b>			<b>\$23,179.50</b>
<b>Summary of water usage - Inglewood Grass Sports</b>			
Football	3.5	\$1,575	\$7,585
Tennis	2.0	\$900	\$4,334
<b>Subtotal</b>	<b>5.5</b>	<b>\$2,475</b>	<b>\$11,919</b>
<b>Proposed Inglewood subsidy amount</b>			<b>\$9,330</b>
<b>Combined subsidised amount</b>			<b>\$32,907</b>

### **COSTS/BENEFITS**

This initiative is expected to cost Council a maximum of \$32,907 for the period 15 October 2014 to 15 April 2015.

The affected clubs will not be faced with excessive water charges to maintain playing surfaces to an acceptable standard.

This assistance is designed primarily to address the needs of the Wedderburn and Inglewood communities in the short term.

### **RISK ANALYSIS**

In partnership with Council, all affected clubs have invested significantly in recent years to ensure that their grass playing surfaces are in excellent condition. The current lack of an affordable water supply, will impact significantly on the clubs ability to maintain these surfaces to an acceptable standard.

It is expected that if the turf was left to die or become stressed it would take a significant amount of volunteer labour, water and financial input to restore them back to their current condition.

The affected surfaces are located in precincts that are traditionally aesthetically appealing, if the grass in these areas were allowed to die the appearance of the reserves would suffer significantly.

### **CONSULTATION AND ENGAGEMENT**

Council officers have undertaken consultation with the Donaldson Park Committee of Management, Wedderburn Cricket Club and the Inglewood Sports Centre Committee of Management.

All clubs have expressed the gravity of the existing situation in terms of the lack of an affordable water and supply and would greatly appreciate any assistance forthcoming from Council.

#### 4.9 FEES AND CHARGES – BRIDGEWATER PUBLIC CARAVAN PARK

##### **SUMMARY**

Report provides council with a recommendation to set fees and charges for the Bridgewater Public Caravan Park

Author	Christine Coombes, Economic Development Officer
Council Plan ref:	Core business 4: Economic development
File no:	13/09/015
Attachment:	Fees and charges – Bridgewater Public Caravan Park

##### **RECOMMENDATION**

*That Council endorse the proposed fees and charges schedule for the Bridgewater Public Caravan Park.*

##### **PREVIOUS COUNCIL DISCUSSION**

Council has previously endorsed general fees and charges for 2014/15, with the exception of the Bridgewater Public Caravan Park, which was in the process of being redeveloped and not open to the public.

##### **BACKGROUND**

Nil

##### **ISSUES/DISCUSSION**

A new fees and charges schedule is proposed for the Bridgewater Public Caravan Park.

The schedule has been developed using comparable parks within the region inclusive of peak and off-peak and according to season.

While the potential for a seasonal permit is being considered (to allow for longer term stays of up to 3 months), there is no consideration of discount or for longer term stays of 12 months. This is in line with state government guidelines and will assist in preparing the park for subsequent lease (for example, the lessee will not 'inherit' long term site holders).

##### **Fees and Charges: Bridgewater Public Caravan Park**

	<b>Peak</b>	<b>Off-peak</b>	<b>4 weeks or more</b> (Maximum stay 12 weeks)
<b>Cabin</b>	<ul style="list-style-type: none"> <li>2 BR 2 adults \$140/per night</li> <li>Extra person \$10 per person/per night</li> </ul>	<ul style="list-style-type: none"> <li>2 BR 2 adults \$120 / per night</li> <li>Extra person \$10 per person/per night</li> </ul>	
<b>Powered site</b>	<ul style="list-style-type: none"> <li>2 adults \$40.00</li> <li>Extra person \$5.00 per person/per night</li> </ul>	<ul style="list-style-type: none"> <li>2 adults \$30.00</li> <li>Extra person \$5.00 per person/per night</li> </ul>	<ul style="list-style-type: none"> <li>2 adults \$200 per week</li> <li>Extra person \$5.00 per person/per night</li> </ul>
<b>Un-powered site</b>	<ul style="list-style-type: none"> <li>2 adults \$35.00</li> <li>Extra person \$5.00 per person/per night</li> </ul>	<ul style="list-style-type: none"> <li>2 adults \$28.00</li> <li>Extra person \$5.00 per person/per night</li> </ul>	<ul style="list-style-type: none"> <li>2 adults \$200 per week</li> <li>Extra person \$5.00 per person/per night</li> </ul>

Peak means Victorian School Holidays and Victorian public holiday long weekends, being Labour Day, Easter, Anzac Day (If this falls on a Friday or Monday), Queen's birthday and Melbourne Cup.

The park is scheduled to reopen on 30 October 2014.

**COSTS/BENEFITS**

The setting of fees and charges will enable council to collect revenue from the park to offset management and running costs

**RISK ANALYSIS**

That fees collected though the period of direct management by council do not cover costs.

**CONSULTATION AND ENGAGEMENT**

The fees and charges proposed have been prepared in conjunction with the Manager Tourism, VicParks (caravan park peak body) and compared with caravan parks that are similar in nature (river/waterfront).

**5. INFORMATION REPORTS**

**5.1 INWARDS CORRESPONDENCE**

**SUMMARY**

Relevant correspondence received by Council since previous meeting.

Author: John McLinden - Chief Executive Officer

Council Plan ref: Strategic enabler: Transparent communication

File No: various

Attachment: Copies of inwards correspondence

**RECOMMENDATION**

*That Council receives and notes the Inwards Correspondence.*

<b>Date</b>	<b>From</b>	<b>Subject</b>
3/10/14	The Hon Warren Truss MP, Minister for Infrastructure and Regional Development	Funding allocation under the Roads to Recovery Programme from July 2014 to June 2019

## 5.2 VCAT APPEAL AGAINST REFUSAL OF A PLANNING PERMIT

### **SUMMARY**

VCAT have upheld Council's decision to refuse planning permit application 4890 for the use and development of a dwelling at Bible Christian Road, Woodstock West.

Author	Tyson Sutton, Manager Planning and Local Laws
Council Plan ref:	Strategic Platform 2: Grow our population through appropriate development
File no:	13/02/004
Attachment:	Nil

### **RECOMMENDATION**

*That Council receive and note the report outlining VCAT's finding in respect to planning application 4890, Bible Christian Road.*

### **PREVIOUS COUNCIL DISCUSSION**

Council considered planning permit application 4890 at its ordinary meeting in January 2014. Council resolved to refuse the application.

### **BACKGROUND**

Planning permit application 4890 was submitted on the 25<sup>th</sup> June 2013 for the conversion of a former church into a dwelling and the development of a shed on a 0.37ha lot in the Farming Zone. The application received 4 objections from neighbouring residents, specifically regarding concerns with the zoning of the land, size of the land and potential conflict with neighbouring farming activities including concerns about potential exposure to noise, chemicals and machinery and subsequent generation of complaints from the applicant.

The refusal to grant a planning permit for the proposed conversion was decided at the Council Meeting held on the 28<sup>th</sup> January 2014. The applicant subsequently lodged an appeal against Council's decision with VCAT.

### **ISSUES/DISCUSSION**

VCAT heard an appeal against Council's decision to refuse planning permit application 4890 on the 13 August 2014. The applicant's argued that the proposal would encourage population growth in the Shire, would be a sustainable use of the land through the ongoing protection of native vegetation and would offer protection to a heritage building. The Applicant also indicated that they would enter into a Section 173 Agreement to acknowledge potential nuisance of surrounding activities, and that a complaint would not be made against lawful agricultural activities.

At the conclusion of the hearing, the VCAT Member issued an Order for the Council to provide written advice on any heritage assessment of the church by 29 August. Any party was able to make a further submission by 12 September with regard to the heritage information to be provided by the Council, and with regard to Amendment C36, including the Panel Report.

On 9 October 2014 VCAT issued a direction upholding Council's decision. The direction noted that the proposal was inconsistent with the Farming Zone, would potentially affect the operation of surrounding farming activities. It was also found that application did not support the policies of Clauses 11, 16 and 21, which work towards population growth in appropriate areas, aim to avoid land use conflicts and discourage development of isolated rural lots. A lack of heritage information on the building was another factor in the decision, and Amendment C36 was seen to support Councils position with particular regard to the revised changes to the MSS, Clause 22.05 and proposed rezoning of areas to the Rural Living Zone.



### **COSTS/BENEFITS**

Encouragement of appropriate development within the Shire is considered to offer a variety of benefits including population growth, economic diversity and development, infrastructure improvement or increased community and private services.

### **RISK ANALYSIS**

Failure to process planning applications in a timely manner or undertake rigorous assessment of development or works proposals is considered to pose the following risks:

- Barrier to development and associated economic growth within the Shire
- Proliferation of incompatible land use development
- Council's reputation as a regulatory authority
- Infrastructure, service provision or regulatory and enforcement pressures
- Protection of zones to accommodate intended activities or reduction of surrounding property amenity

### **CONSULTATION AND ENGAGEMENT**

Consultation and engagement with planning permit applicants is routinely conducted at the required periods throughout the assessment and permit approval process.

### 5.3 2013/14 END OF FINANCIAL YEAR VARIATION ANALYSIS

#### **SUMMARY**

This report provides Council with an analysis of variances contained within the Finance Report for the year ended 30 June 2014 compared to the revised budget projection at the time of setting the 2014/15 Budget.

Author	Deanne Caserta, Manager Financial Services
Council Plan ref:	Strategic enabler: Sound financial management protocols
File no:	08/06/001
Attachment:	Nil

#### **RECOMMENDATION**

*That Council receives and notes the "2013/14 End of Financial Year Variation Analysis" Report.*

#### **PREVIOUS COUNCIL DISCUSSION**

As part of the 2014/15 budget process, budget projections for the end of the 2013/14 financial year position were presented to Council in the form of a Revised Budget.

#### **BACKGROUND**

The annual budget process requires that budget projections of the current financial year be undertaken to calculate the potential carried forward surplus that will form part of the next year's budget.

As this process is generally finalised in late March or early April, there are a further three months of activity to the end of June which may give rise to variations to the budget projections.

This report outlines the variations which have arisen between the budget projections made and the actual final results achieved at year end 30 June 2014.

#### **ISSUES/DISCUSSION**

The revised budget projections called for an end of financial year closing cash surplus position of \$2.35M. The actual cash surplus was \$2.58M, a positive variance of \$0.23M.

The monthly Finance Report is provided as Appendix 1 to this report, and includes the budget, actuals, variance in dollars and variance in percentage terms.

Whilst there are a number of variances, this report focuses on those which fall outside a 10% or \$10,000 threshold, whichever is the greater.

#### **SUMMARISED FINANCIAL RESULT**

The table below discloses the actual result for the year in comparison to the budget:

Report item	2013/14 Budget	2013/14 Actual	Variance of Actual to Budget \$	Variance of Actual to Budget %
Revenue	(23,871,706)	(22,553,574)	(1,318,132)	94%
Expenses	26,939,452	26,515,391	424,061	98%
<b>Net operating result</b>	<b>3,067,746</b>	<b>3,961,817</b>	<b>(894,071)</b>	<b>129%</b>
Funding decisions	(11,587,632)	(5,994,718)	(5,592,914)	52%
Capital expenditure	16,707,734	10,259,708	6,448,026	61%
Non cash adjustments	(7,932,337)	(8,199,935)	267,598	103%
Accumulated deficit b/f	(2,608,385)	(2,608,385)	0	100%
<b>Net cash surplus/(deficit)</b>	<b>(2,352,874)</b>	<b>(2,581,513)</b>	<b>228,639</b>	<b>110%</b>

## INCOME

Income for the year was \$22.55M representing a variance of 6% or \$1.32M below budget of \$23.87M. Within the income items the following variances occurred:

### Capital grants

Capital grants were under budget by 33% or \$1.72M.

Instances where Council received income that was less than the budget were:

- Inglewood Industrial Estate of \$199K which is due to be claimed at the next progress stage
- Wedderburn Community Centre of \$253K which is due to be claimed at the next progress stage early in the 2014/15 financial year
- Local Government Infrastructure Projects (LGIP) of \$1.40M due to a delay in the commencement of the six projects included in this funding round.

Instances where Council received income that was not included in the budget projection process:

- a new grant for flood mitigation and survey of \$30K.

### Vic Roads

Vic Roads income was higher than budget by \$413K or 52%, due to an increase in works required to be undertaken by the authority. This will be offset by higher expenditure in this area.

### Capital works contributions

Capital works contributions were below budget by \$200K or 100%. This is primarily due to contributions in relation to the Wedderburn Community Centre not being received and will not be invoiced until the main centre construction works are complete, which is expected to occur early in the 2014/15 financial year.

### Recurrent contributions

Recurrent contributions were above budget by \$18K or 119%. This is due to a contribution from the committee for extra works of \$16K undertaken on the Pyramid Hill netball courts.

### Interest income

Interest income was higher than budget by \$73K or 17% due to an increase in the amount of cash available for investment during the financial year.

## EXPENDITURE

Expenditure for the year was \$26.52M representing a variance of 2% or \$0.42M below budget. Within the line items the following variances occurred:

### Materials and services

Materials and services were \$950K or 11% below budget; the main reasons are outlined below.

Items below budget include:

- Loddon Discovery Tours of \$28K with a lower demand for this service during 2013/14; this will be offset by lower income in this area
- sponsorships and donations of \$20K which was not required throughout the financial year
- infrastructure valuations of \$30K with a portion of the works required undertaken by internal staff resulting in some savings

Items below budget where transfers to reserve have resulted are:

- various promotional initiatives funded through the Economic Development Reserve of \$75K, including national goldfields heritage region and housing and industrial promotion
- major Council projects of \$80K transferred back into the Major Projects Reserve
- Bridgewater Caravan Park insurance of \$93K which was transferred to the project and will be spent in 2014/15 to complete the park restoration
- flood recovery grant monies of \$42K
- depot fuel tank compliance testing of \$19K which is expected to be completed in 2014/15
- BRIC wall repairs of \$25K which is expected to be completed in 2014/15
- weed and pest program of \$100K with the project not expected to commence until 2014/15
- immunisation initiative project of \$40K with the project expected to carry through into 2014/15
- Serpentine LGIP Pavilion works of \$431K, with the project not expected to commence until the end of the 2014 football season
- insurance for toilet damage at Donaldson Park of \$77K which is not expected to be expended until works at the new or upgraded pavilion commence.

Items above budget:

- main roads works of \$51K due to an increased demand for works to be undertaken by Vic Roads, which is offset by an increase in related income
- gravel stockpile expenses of \$22K due to increased usage of Council pits, which has been offset by an increase in income and any profit/cost affected through the GSP Reserve
- legal fees of \$45K with a higher demand placed on these services throughout the financial year
- tip earthwork fees of \$30K due to works required to keep the tips operating at EPA standards.

**Utilities**

Utilities were above budget by 22% or \$85K. The main items with variances over budget are:

- standpipes and truck washes of \$25K
- Wedderburn office telephone of \$11K
- swimming pool power and water of \$11K.

**CAPITAL EXPENDITURE**

Capital expenditure was \$10.26M representing a variance of 39% or \$6.45M below budget of \$16.71M.

**Land & buildings**

Land and buildings were 54% or \$5.36M below budget.

The main variances below budget which are offset by reserve transfers were:

- caravan park fire services project of \$100K, carried over to 2014/15 through the Caravan Park Reserve
- Inglewood Industrial estate of \$407K, carried over to 2014/15 through the Economic Development Reserve
- building maintenance allocation of \$100K, carried over to 2014/15 through the Capital Expenditure Reserve
- various community planning projects of \$348K, carried over to 2014/15 through the Community Planning Reserve
- Bridgewater Caravan Park redevelopment of \$286K, carried over to 2014/15 through the Unspent Grants Reserve

- Wedderburn Community Centre redevelopment of \$367K, carried over through the Unspent Grants Reserve
- LGIP projects, which have all been carried over through the Unspent Grants Reserve, including:
  - Inglewood Town Hall of \$1.72M
  - Wedderburn streetscape of \$1.13M
  - Bridgewater foreshore of \$100K
  - Boort Caravan Park of \$157K
  - Pyramid Hill streetscape of \$120K
  - Boort Park Pavilion of \$200K
- Bridgewater foreshore project funded by FRRR of \$124K, carried over through the Unspent Grants Reserve
- livestock pound of \$100K, carried over through the Capital Expenditure Reserve.

### **Plant and equipment**

Plant and equipment was 1% or \$4K below budget.

This represents a relatively small variation which falls outside reporting threshold.

### **Furniture and office equipment**

Furniture and office equipment was 28% or \$30K below budget.

The main variance was in the personal computer (PC) replacement being \$21K below budget. These savings were returned to the Information Technology Reserve.

### **Urban Drainage**

Drainage was 24% or \$204K below budget.

The main projects that were under budget and where funds have been carried forward to 2014/15 through the Urban Drainage Reserve are:

- Nixon Street projects of a combined \$83K
- Borung Street projects of a combined \$102K
- Park View Lane project of \$39K.

### **Flood works**

Flood works was \$92K above budget.

An invoice was raised for any expenditure incurred during 2013/14 and the full reimbursement was received by the Federal Government in line with the Flood Recovery Fund guidelines.

### **Roads infrastructure**

Infrastructure was 18% or \$0.94M below budget.

Some projects have had savings/overspends and some projects have been carried over through the Capital Expenditure Reserve to 2014/15.

The main variances below budget were:

- amenity program was \$130K below budget; \$21K was transferred through the reserve and the remainder is savings
- bridges and culverts was \$70K below budget; \$25K was transferred through the reserve and the remainder is savings
- township street improvements were \$200K below budget; this amount related to projects that were not complete and were carried over through the reserve to be spent in 2014/15
- local road gravel resheets were \$111K below budget; \$100K of this is savings
- ALCAM rail signage of \$88K was transferred through the Capital Expenditure Reserve
- Boort water purchase of \$170K has been carried over to 2014/15
- Boort Eastern Entry project of \$260K which was carried over through the Unspent Grants Reserve.

The main variances above budget were:

- local road construction was \$28K higher than budget; this was offset with savings in other areas.

### **FUNDING DECISIONS**

Funding decisions were \$5.59M or 48% below budget.

Transfers to reserves were \$5.03M above budget.

The main reasons were:

- Unspent Grants Reserve was \$3.4M above budget which represents funds received for a variety of projects that remained unspent at 30 June 2014
- Capital Expenditure Reserve was \$961K above budget which represents projects that will now be completed in 2014/2015 after not being completed in 2013/14
- Community Planning Reserve was \$558K above budget due to deferral of larger projects into 2014/15 as external funding becomes available
- Urban Drainage Reserve transfer was \$629K; this represents projects expected to be completed in 2013/14 but which for various reasons were not.

### **SUMMARY**

In summary, at the end of the financial year Council earned a surplus of \$228K in excess of expectation.

There are many variances throughout the different elements of the financial statements, however, it can be reported that:

- Council completed the flood program
- Council used Capital Expenditure, Community Planning, Unspent Grants, and Unspent Contributions Reserves to capture any financial items that were not affected in 2013/14 and will be completed in 2014/15 or subsequent years
- savings in many areas of the accounts were realised due to strong financial management by the officers responsible for delivering projects and programs.

### **COSTS/BENEFITS**

The benefit of Council receiving a variation report of actual to projected budget is that it gives Council an understanding of the difference in the cash surplus position and keeps Council fully informed.

### **RISK ANALYSIS**

The provision of a variance to budget report to Council minimises the risk of Council not understanding the financial position at year end, and provides reasons for carry over projects.

### **CONSULTATION AND ENGAGEMENT**

There has been considerable consultation internally with respective managers in understanding their budget responsibilities and keeping within budgetary constraints.

External engagement with the community was undertaken during the submission period of the budget, and regular reporting provides a mechanism of monitoring the financial outcomes of Council against the budget.

#### 5.4 BUILDING DEPARTMENT ACTIVITY STATISTICS: JULY TO SEPTEMBER 2014

##### **SUMMARY**

Provides information on the level of building activity within the municipality.

Author:	David Turner, Municipal Building Surveyor
Council Plan ref:	Core Business of Council – Item 8 Compliance
File no:	13/06/001
Attachment:	Building Permit Approvals Occupancy Permits Issued Certificates of Final Inspection Issued Graph Sheets of Comparisons- 2005 to 2014 including inspection summary

##### **RECOMMENDATION**

*That Council receive and note the ‘Building Department Activity Statistics Report’*

##### **PREVIOUS COUNCIL DISCUSSION**

Council is provided with a quarterly report regarding building activity statistics within the Shire.

##### **BACKGROUND**

Loddon Shire provides a range of building advisory and control functions through its building department. The role of the Municipal Building Surveyor encompasses the provision of building advice, administration, issuing or review of relevant permits and approvals, advisory and consultancy services as well as performing regulatory administration and enforcement activities.

Capturing and reporting statistics relating to building activity within the Shire also forms part of the Municipal Building Surveyors role. Accordingly this information is provided to Council as an indicator of local development and investment.

##### **ISSUES/DISCUSSION**

For the period 1 July to 30 September 2014 the available statistics indicates that there has been a slight decrease in the number of building permits issued and approximately 20% decrease in the total value of building works as compared with the previous three (3) months. This reduction in value is considered reflective of the general downturn in building activity in rural Victoria.

A comparison with the same period in 2013 indicates a slight increase in the number of building permits issued along with approximately a 50% higher value of works

##### **COSTS/BENEFITS**

By providing the activity statistics, Councillors are better informed about the level of building activity in the municipality

##### **RISK ANALYSIS**

Because this report is only providing statistics to Council it is considered that there is no risk involved.

##### **CONSULTATION AND ENGAGEMENT**

No internal or external consultation has to occur for this information to be prepared.

## Building Permit Approvals

### Permits Approved Between 1/07/2014 to 30/09/2014

(NB. Permits issued by Council's Building Surveyor are included in this report if the Approval Date falls within the nominated date range, whereas permits issued by an External (Private) Building Surveyor are included if the External Surveyor Permit Received Date falls within the nominated date range. )

Council Ref. No.	Approval Date	Project Address	Approval Type	
<b>Municipal Building Surveyor</b>				
<b>Non-Domestic</b>				
20140080/0	09-Jul-2014	119-121 Godfrey Street Boort	Other	
Surveyor Reg' No	BS 1383	Works and Class	Office (Class 5 (Office Building))	\$21,267
20140091/0	17-Jul-2014	114 Chalmers Lane Mysia	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Rural Farm Shed - No employees))	\$59,423
20140092/0	17-Jul-2014	Barraport West Road Barraport West	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Rural Farm Shed - No employees))	\$42,500
20140095/0	24-Jul-2014	1420 Canary Island-Leaghur Road Loddon Vale	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Rural Farm Shed - No employees))	\$71,940
20140041/0	28-Jul-2014	77 Ridge Street Wedderburn	Alteration	
Surveyor Reg' No	BS 1383	Works and Class	School Building (Class 9b (Public Assembly Building))	\$3,500
20140096/0	30-Jul-2014	Park Street Bridgewater	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Public Facilities (Class 9b (Public Assembly Building))	\$54,000
20140115/0	18-Aug-2014	Park Street Bridgewater	Alteration	
Surveyor Reg' No	BS 1383	Works and Class	Public Facilities (Class 9b (Public Assembly Building))	\$48,000



20140102/0	21-Aug-2014	312 Inglewood-Rheola Road Inglewood	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a Storage Shed)	\$31,295
20140119/0	27-Aug-2014	2308 Loddon Valley Highway Campbells Forest	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Rural Farm Shed - No employees))	\$57,900
20140118/0	01-Sep-2014	Park Street Bridgewater	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Roofed Shelter (Class 10a Roofed Pergola)	\$46,000
20140121/0	01-Sep-2014	1590 Boort-Quambatook Road Gredgwin	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Rural Farm Shed - No employees))	\$91,476

<b>Council Ref. No.</b>	<b>Approval Date</b>	<b>Project Address</b>	<b>Approval Type</b>	
20140120/0	08-Sep-2014	Park Street Bridgewater	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Public Facilities (Class 9b (Public Assembly Building))	\$170,000
20140097/0	08-Sep-2014	Llanelly Newbridge Road Llanelly	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Private Garage, Carport, Garden Shed))	\$15,000
20140137/0	15-Sep-2014	2397 Pyramid-Yarraberb Road Tandarra	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Rural Farm Shed - No employees))	\$44,000
20140138/0	17-Sep-2014	45 Chinamans Lane Bridgewater	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Rural Farm Shed - No employees))	\$17,000
<b>Domestic</b>				
20140045/0	10-Jul-2014	161 Duttons Road Bears Lagoon	Extension	
Surveyor Reg' No	BS 1383	Works and Class	Alterations & Additions (Class 1a (Single Detached House))	\$150,000
20140008/0	17-Jul-2014	Old Boort Road Wedderburn	Retention of works & completion	
Surveyor Reg' No	BS 1383	Works and Class	Retention of Works and Completion (Class 1a (Single Detached House))	\$12,000
20140093/0	17-Jul-2014	24 Eldon Street Bridgewater on Loddon	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Private Garage, Carport, Garden Shed))	\$21,510.00
20140076/0	31-Jul-2014	394 Barraport East Road Barraport	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Dwelling (Class 1a (Single Detached House))	\$446,380
20140094/0	18-Aug-2014	57 Victoria Street Pyramid Hill	Extension	
Surveyor Reg' No	BS 1383	Works and Class	Alterations & Additions (Class 1a (Single Detached House))	\$50,000
20140110/0	28-Aug-2014	Sullivan Street Off Inglewood	New Building	

Surveyor Reg' No	BS 1383	Works and Class	Dwelling (Class 1a (Single Detached House))	\$95,000
20140003/0	08-Sep-2014	12 High Street Wedderburn	Other	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Private Garage, Carport, Garden Shed)); Carport (Class 10a (Private Garage, Carport, Garden Shed))	\$5,500
20140130/0	15-Sep-2014	16 Yelka Street Wedderburn	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Shed (Class 10a (Private Garage, Carport, Garden Shed))	\$45,000
20140133/0	17-Sep-2014	31 Lily Street Bridgewater on Loddon	New Building	
Surveyor Reg' No	BS 1383	Works and Class	Carport (Class 10a (Private Garage, Carport, Garden Shed))	\$2,500

### External Building Surveyor

#### Non-Domestic

20120118/0	28-Oct-2012	56 Main Street Bridgewater on Loddon	New Building	
Surveyor Reg' No	BS U 22784	Works and Class	Shed (Storage) (Class 10a (Private Garage, Carport, Garden Shed))	\$30,650

<b>Council Ref. No.</b>	<b>Approval Date</b>	<b>Project Address</b>	<b>Approval Type</b>	
20140029/0	15-May-2014	105 Boyds Road Newbridge	New Building	
Surveyor Reg' No	BS 25734	Works and Class Office (Class 5 (Office Building))		\$150,000
20110110/2	07-Jul-2014	451 Nixons Road Bears Lagoon	New Building	
Surveyor Reg' No	BSU25734	Works and Class Shed (Class 8 (Factory, Laboratory))		\$150,000
20140099/0	15-Aug-2014	Hospital Street Inglewood	Alteration	
Surveyor Reg' No	BSU 1172	Works and Class Offices (Class 5 (Office Building))		\$1,024,401
20140129/0	23-Aug-2014	16 Thompson Street Inglewood	New Building	
Surveyor Reg' No	BS1312	Works and Class Shed (Class 10a (Rural Farm Shed - No employees))		\$70,000
<b>Domestic</b>				
20140084/0	26-Jun-2014	Calder Highway Wedderburn	New Building	
Surveyor Reg' No	BS1273	Works and Class Dwelling (Class 1a (Single Detached House))		\$223,520
20140078/0	01-Jul-2014	6 River Street Laanecoorie	New Building	
Surveyor Reg' No	BS1238	Works and Class Shed (Class 10a (Private Garage, Carport, Garden Shed))		\$5,431
20140061/0	04-Jul-2014	2044 Charlton-Borong Road Wychitella	New Building	
Surveyor Reg' No	BS 25734	Works and Class Dwelling (Class 1a (Single Detached House))		\$259,515
20140065/0	07-Jul-2014	22 Kingower-Kurting Road Kurting	New Building	
Surveyor Reg' No	BS 25734	Works and Class Dwelling (Class 1a (Single Detached House))		\$273,553
20140089/0	16-Jul-2014	87 Malone Street Boort	New Building	
Surveyor Reg' No	BS 25734	Works and Class Dwelling (Class 1a (Single Detached House))		\$202,984
20140109/0	23-Jul-2014	3 Evans Street Dingee	Re-stump	
Surveyor Reg' No	BS 25734	Works and Class Re Stumping (Class 1a (Single Detached House))		\$29,593

20140100/0	29-Jul-2014	34 Chapel Street Wedderburn	Re-stump	
Surveyor Reg' No	BS-L 38408	Works and Class	Re Stumping (Class 1a (Single Detached House))	\$13,980
20140127/0	12-Aug-2014	Park Street Bridgewater on Loddon	New Building	
Surveyor Reg' No	BS1238	Works and Class	Dwelling (Class 1a (Single Detached House))	\$150,000
20140111/1	18-Aug-2014	37-43 Kelly Street Pyramid Hill	Demolition	
Surveyor Reg' No	BS 1363	Works and Class	Dwelling (Class 1a (Single Detached House))	\$18,000
20140112/0	18-Aug-2014	Unit 2/37-43 Kelly Street Pyramid Hill	Demolition	
Surveyor Reg' No	BS 1363	Works and Class	Dwelling (Class 1a (Single Detached House))	\$18,000
20140113/0	18-Aug-2014	Unit 3/37-43 Kelly Street Pyramid Hill	Demolition	
Surveyor Reg' No	BS 1363	Works and Class	Dwelling (Class 1a (Single Detached House))	\$18,000

Council Ref. No.	Approval Date	Project Address	Approval Type	
20140114/0	18-Aug-2014	Unit 4/37-43 Kelly Street Pyramid Hill	Demolition	
Surveyor Reg' No	BS 1363	Works and Class Dwelling (Class 1a (Single Detached House))		\$18,000
20140108/0	23-Aug-2014	35 Dalmation Road Moliagul	New Building	
Surveyor Reg' No	BS1312	Works and Class Shed (Class 10a (Private Garage, Carport, Garden Shed))		\$20,000
20140032/0	28-Aug-2014	Parker's Road Leaghur	Extension	
Surveyor Reg' No	BS13866	Works and Class Verandah (Class 10a Roofed Pergola)		\$56,331
20140122/0	05-Sep-2014	34 Ridge Street Wedderburn	New Building	
Surveyor Reg' No	BS-U 16908	Works and Class Dwelling (Class 1a (Single Detached House))		\$289,221

**Total No of Permits for 3 Months = 44 Permits with a value of \$4,622,370.00**

Previous 3 month Figure = 47 Permits with a value of \$5,756,944.00

For the same period in 2013 the figures were 40 Permits with a value of \$2,674,922.00

## Occupancy Permits Issued Between 1/07/2014 and 30/09/2014

(NB. Occupancy Permits issued by Council's Building Surveyor are included in this report if the Completion Date falls within the nominated date range, whereas permits issued by an External (Private) Building Surveyor are included if the Initial Data Entry Date falls within the nominated date range.)

*NOTE \* Occupancy permits only relate to New Construction or Re-erected Dwellings*

RBS Permit No, Prop No & Date	Occ. Permit No & Date	Project Address & Owners Name	Project Description(s)	Estimated Value:
22784/20130071/0 47509050 25/03/2013	22784/20130071/0 12/09/2014	Tarnagulla Laanecoorie Road Waanyarra DJ & CJ Apps	New Building: Dwelling New Building: Shed	\$200,000
25734/20134131/0 38302800 13/12/2013	25734/20134131/0 2/07/2014	248 Campbells Road Campbells Forest FJ Shea	New Building: Dwelling	\$282,309
25734/20134155/0 32700100 06/12/2013	25734/20134155/0 24/06/2014	Bridgewater-Serpentine Road Bridgewater MJ Lea	New Building: Dwelling	\$212,166

**Total No of Occupancy Permits issued = 3 (Previous 3 months = 9)**  
For the same period in 2013 the number was 10

## Certificates of Final Inspection Issued

Between 1/07/2014 to 30/09/2014

(NB. Final Certificates issued by Council's Building Surveyor are included in this report if the Completion Date falls within the nominated date range, whereas certificates issued by an External (Private) Building Surveyor are included if the Initial Data Entry Date falls within the nominated date range.)

*NOTE \* Certificates of Final Inspection apply to any building work that does not require an Occupancy Permit.*

RBS Permit No, Prop No & Date	Final Certificate No. & Date	Project Address	Project Description(s)	Estimated Cost:
16269/20130171/0 60500500 14/01/2014	16269/20130171/0 20/08/2014	1111 Berrimal-Wedderburn Road Berrimal	Demolition: Offices	\$5,000.00
1091/20140105/0 67607410 17/06/2014	1091/20140105/0 21/08/2014	Calder Highway Wedderburn	New Building: Shed	\$32,000.00
38408/20141373/0 67742900 29/07/2014	38408/20141373/0 14/08/2014	34 Chapel Street Wedderburn	Re-stump: Re Stumping	\$13,980.00
1238/20140328/0 44352300 01/07/2014	1238/20140328/0 13/08/2014	6 River Street Laanecoorie	New Building: Shed	\$5,431.00
1312/20140002/0 25309500 02/01/2014	1312/20140002/0 07/08/2014	Central Mologa Road Yarrowalla	Alteration: Alterations & Additions	\$150,973.0 0
20049515/0 44302200 26/11/2004	20049515/0 14/07/2014	3056 Bendigo-Maryborough Road Laanecoorie	Alteration: Dwelling	\$92,520.00
20080060/0 45610800 19/05/2008	20080060/0 18/08/2014	Urquhart Street Newbridge	New Building: Shed	\$5,890.00
20110131/0 44302200 13/12/2011	20110131/0 14/07/2014	3056 Bendigo-Maryborough Road Laanecoorie	New Building: Shed	\$9,800.00
20130035/0 47505560 22/04/2013	20130035/0 08/09/2014	Eddington-Laanecoorie Road Laanecoorie	Demolition: Miscellaneous	\$12,000.00



20130036/0 47505000 27/03/2013	20130036/0 08/09/2014	Brownbill Reserve Road Laanecoorie	Demolition: Miscellaneous Demolition: Public Facilities	\$10,000.00
<b>RBS Permit No, Prop No &amp; Date</b>	<b>Final Certificate No. &amp; Date</b>	<b>Project Address</b>	<b>Project Description(s)</b>	<b>Estimated Cost:</b>
20130164/0 44302200 11/11/2013	20130164/0 14/07/2014	3056 Bendigo-Maryborough Road Laanecoorie	Remove Building: Dwelling	\$32,642.00
20130178/0 63905570 20/03/2014	20130178/0 08/09/2014	Wedderburn-Serpentine Road Glenalbyn	New Building: Shed	\$37,580.00
20140022/0 10605300 12/03/2014	20140022/0 06/08/2014	3042 Boort-Durham Ox Road Boort	New Building: Shed	\$25,500.00
20140034/0 31104700 10/04/2014	20140034/0 01/09/2014	51 Eldon Street Bridgewater on Loddon	Extension: Verandah	\$9,000.00
20140040/0 45610800 15/04/2014	20140040/0 17/09/2014	15 Urquhart Street Newbridge	New Building: Shed	\$9,333.00
20140049/0 31014200 28/05/2014	20140049/0 22/09/2014	Bridgewater-Serpentine Road Bridgewater	New Building: Shed  New Building: Shed	\$60,000.00
20140080/0 10726810 09/07/2014	20140080/0 01/09/2014	119-121 Godfrey Street Boort	Other: Office	\$21,267.00
20140095/0 24702800 24/07/2014	20140095/0 28/08/2014	1420 Canary Island-Leaghur Road Loddon Vale	New Building: Shed	\$71,940.00
25734/20140332/0 67740000 06/02/2014	25734/20140332/0 18/08/2014	45 Hospital Street Wedderburn	Swimming Pool: Shed Swimming Pool: Swimming Pool	\$31,000.00
20134377/0 26102100 08/11/2013	20134377/0 21/08/2014	12 Albert Street Pyramid Hill	Extension: Assembly Building Extension: Verandah	\$17,974.00
1306/20130166/0 31604950 25/02/2014	1306/20130166/0 01/09/2014	Bridgewater-Maldon Road Derby	New Building: Shed	\$58,000.00

**Total No of Certificates of Final Inspection issued = 21 (previous 3 Months = 17)**  
For the same Period in 2013 the number was 21

## **6. COMPLIANCE REPORTS**

### **6.1 DOCUMENTS FOR SIGNING AND SEALING**

#### **SUMMARY**

This report provides Council with a list of documents signed and sealed during the month.

Author:	John McLinden - Chief Executive Officer
Council Plan ref:	Core business 8: Compliance
File No:	02/01/001
Attachment:	Nil

#### **RECOMMENDATION**

*That Council:*

- 1. receive and note the 'Document for Signing and Sealing' report*
- 2. endorse the use of the seal on the documents listed*

#### **PREVIOUS COUNCIL DISCUSSION**

Nil

#### **BACKGROUND**

N/A

#### **ISSUES/DISCUSSION**

Contract No. 328 Inglewood Industrial Estate, Civil Works and Services, between Loddon Shire Council and Tactile Australia t/a One Stop Civil

## 6.2 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS – PYRAMID HILL SWIMMING POOL

### **SUMMARY**

This report seeks Council's approval of the membership of Pyramid Hill Swimming Pool Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/033
Attachment:	Nil

### **RECOMMENDATION**

*That Council appoints the names provided in this report as members of the Pyramid Hill Swimming Pool Section 86 committee of management, effective immediately.*

### **PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Pyramid Hill Swimming Pool Committee of Management on 28 October 2013.

### **BACKGROUND**

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

#### ***Members and Office Bearers of the Committee***

*At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:*

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

*The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.*

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

### **ISSUES/DISCUSSION**

Pyramid Hill Swimming Pool is a community based committee with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

<b>Name</b>	<b>Position/Community group</b>
David James	President
Tania Burke	Vice President

Colleen Hampson	Secretary
Vaughan Herrick	Treasurer
Kate Bartels	Committee Member
Katrina Van Eyk	Committee Member
Kelly Gould	Committee Member
Neville Miller	Committee Member

The Council representative for this committee is Cr Cheryl McKinnon.

**COSTS/BENEFITS**

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

**RISK ANALYSIS**

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

**CONSULTATION AND ENGAGEMENT**

Nil

### 6.3 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS - BRIDGEWATER ON LODDON DEVELOPMENT

#### **SUMMARY**

This report seeks Council's approval of the membership of Bridgewater on Loddon Development Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/047
Attachment:	Nil

#### **RECOMMENDATION**

*That Council appoints the names provided in this report as members of the Bridgewater on Loddon Development Section 86 committee of management, effective immediately.*

#### **PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Bridgewater on Loddon Development on 23 September 2013.

#### **BACKGROUND**

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

##### ***Members and Office Bearers of the Committee***

*At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:*

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

*The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.*

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

#### **ISSUES/DISCUSSION**

Bridgewater on Loddon Development is a community based committees with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

<b>Name</b>	<b>Position/Community group</b>
Graham Morse	President
Dave Edwards	Vice President

Chris Wattie	Secretary
Shannon Brown	Assistant Secretary
Kathryn Bowen	Treasurer
Rae Broadbent	Committee Member
Steve Kerek	Committee Member
Sue Coghlan	Committee Member
Jenny Hosking	Committee Member
Steve Brown	Committee Member
Fred Shea	Committee Member
Bill Littleson	Committee Member
Mick Balaz	Committee Member
Roberta Foster	Committee Member
Jim Lawson	Committee Member
David Hanna	Committee Member
Leigh Hanna	Committee Member
Leanne Edwards	Committee Member

The Council representative for this committee is Cr Colleen Condliffe.

#### **COSTS/BENEFITS**

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

#### **RISK ANALYSIS**

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

#### **CONSULTATION AND ENGAGEMENT**

Nil

## 6.4 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS - CAMPBELLS FOREST HALL

### **SUMMARY**

This report seeks Council's approval of the membership of Campbells Forest Hall Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/015
Attachment:	Nil

### **RECOMMENDATION**

*That Council appoints the names provided in this report as members of the Campbells Forest Hall Section 86 committee of management, effective immediately.*

### **PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Campbells Forest Hall on 28 October 2013.

### **BACKGROUND**

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

#### ***Members and Office Bearers of the Committee***

*At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:*

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

*The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.*

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

### **ISSUES/DISCUSSION**

Campbells Forest Hall is a community based committees with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

<b>Name</b>	<b>Position/Community group</b>
Ian Cattanach	President
Rae Broadbent	Vice President
Toni Shea	Secretary

Gaye Larson	Treasurer
Don Wilson	Committee Member
Fred Shea	Committee Member
Janine Cornish	Committee Member
Judy Wilson	Committee Member
Robyn Shea	Committee Member
Shirley Cattanach	Committee Member

The Council representative for this committee is Cr Colleen Condliffe.

**COSTS/BENEFITS**

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

**RISK ANALYSIS**

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

**CONSULTATION AND ENGAGEMENT**

Nil



**6.5 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS - LODDON SOUTHERN TOURISM AND DEVELOPMENT**

**SUMMARY**

This report seeks Council's approval of the membership of Loddon Southern Tourism and Development Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/029
Attachment:	Nil

**RECOMMENDATION**

*That Council appoints the names provided in this report as members of the Loddon Southern Tourism and Development Section 86 committee of management, effective immediately.*

**PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Loddon Southern Tourism and Development on 28 October 2013.

**BACKGROUND**

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

***Members and Office Bearers of the Committee***

*At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:*

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

*The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.*

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

**ISSUES/DISCUSSION**

Loddon Southern Tourism and Development is a community based committees with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

<b>Name</b>	<b>Position/Community group</b>
Dorothy Silke	President
Janice Sharman	Vice President

Robyn Vella	Secretary
Norma Sokowski	Treasurer
Colin Silke	Committee Member
Jan King	Committee Member
Dianne White	Committee Member
David Gordon	Committee Member
Jill Temby	Committee Member
George Fliev	Committee Member
George Swinburne	Committee Member

The Council representative for this committee is Mrs Robyn Vella.

**COSTS/BENEFITS**

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

**RISK ANALYSIS**

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

**CONSULTATION AND ENGAGEMENT**

Nil

## 6.6 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS - BOORT PARK

### **SUMMARY**

This report seeks Council's approval of the membership of Boort Park Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/046
Attachment:	Nil

### **RECOMMENDATION**

*That Council appoints the names provided in this report as members of the Boort Park Section 86 committee of management, effective immediately.*

### **PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Boort Park on 25 March 2014.

### **BACKGROUND**

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

#### ***Members and Office Bearers of the Committee***

*At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:*

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

*The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.*

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

### **ISSUES/DISCUSSION**

Boort Park is an organisation based committee with representatives from each of the stakeholder groups. The following is a list of nominated representatives for the committee:

<b>Name</b>	<b>Position/Community group</b>
Neil Beattie	President
Marg Potter	Boort Agricultural & Pastoral Society (Vice President)
Ken Loader	Boort Agricultural & Pastoral Society
Ian Mercer	Boort Cricket Club (Secretary/Treasurer)
Vacant	Boort Cricket Club
Gordie Parker	Boort Football Club

Mick Fitzpatrick	Boort Football Club
John Byrne	Boort Harness Racing Club
Ray Stomann	Boort Harness Racing Club
Jackie Verley	Boort Hockey Club
David Meadows	Boort Hockey Club
Stacey Cox	Boort Netball Club
Judy Parker	Boort Netball Club
Tom Bleicher	Boort P12 College
Kate Burton	Boort P12 College
Barry Kennedy	Community Representative
John Nelson	Community Representative

The committee should have two representatives from the Boort Cricket Club; however, only one has been listed.

The Council representative for this committee is Cr Neil Beattie.

#### **COSTS/BENEFITS**

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

#### **RISK ANALYSIS**

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

#### **CONSULTATION AND ENGAGEMENT**

Nil

**6.7 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS - JONES EUCALYPTUS DISTILLERY SITE**

**SUMMARY**

This report seeks Council's approval of the membership of Jones Eucalyptus Distillery Site Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/024
Attachment:	Nil

**RECOMMENDATION**

*That Council appoints the names provided in this report as members of the Jones Eucalyptus Distillery Site Section 86 committee of management, effective immediately.*

**PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Jones Eucalyptus Distillery Site on 28 October 2013.

**BACKGROUND**

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

***Members and Office Bearers of the Committee***

*At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:*

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

*The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.*

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

**ISSUES/DISCUSSION**

Jones Eucalyptus Distillery Site is a community based committees with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

<b>Name</b>	<b>Position/Community group</b>
Lyne Rose	President
Kevin Poyser	Vice President

Murray Baud	Secretary/ Treasurer
Bert Bradley	Committee Member
Allan Nixon	Committee Member
Barb Collie	Committee Member
Ian Collie	Committee Member

The Council representative for this committee is Bryan McEwan.

**COSTS/BENEFITS**

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

**RISK ANALYSIS**

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

**CONSULTATION AND ENGAGEMENT**

Nil

## 6.8 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS - DONALDSON PARK

### **SUMMARY**

This report seeks Council's approval of the membership of Donaldson Park Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/018
Attachment:	Nil

### **RECOMMENDATION**

*That Council appoints the names provided in this report as members of the Donaldson Park Section 86 committee of management, effective immediately.*

### **PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Donaldson Park on 28 October 2013.

### **BACKGROUND**

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

#### ***Members and Office Bearers of the Committee***

*At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:*

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

*The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.*

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

### **ISSUES/DISCUSSION**

Donaldson Park is an organisation based committee with representatives from each of the stakeholder groups. The following is a list of nominated representatives for the committee:

<b>Name</b>	<b>Position/Community group</b>
Gavan Holt	President
Jon Chandler	Community Representative (Secretary/Treasurer)
Nick Youngson	Wedderburn & District Harness Racing Club
Bruce Hargreaves	Wedderburn & District Harness Racing Club (Vice President)
Dale Jackson	Wedderburn Bowls Club

Brett Jackson	Wedderburn Bowls Club
Alan Holt	Wedderburn College
Danny Fowles	Wedderburn College
Kevin Lockhart	Wedderburn Football Club
Andrew Lockhart	Wedderburn Football Club
Michelle Hargreaves	Wedderburn Hockey Club
Carlie Turnbull	Wedderburn Hockey Club
Tim Lockhart	Wedderburn Lawn Tennis Club
Chris Holt	Wedderburn Lawn Tennis Club
Alex Holt	Wedderburn Netball Club
Julie Benaim	Wedderburn Netball Club

The Council representative for this committee is Cr Gavan Holt.

### **COSTS/BENEFITS**

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

### **RISK ANALYSIS**

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

### **CONSULTATION AND ENGAGEMENT**

Nil



**7. GENERAL BUSINESS**

**8. CONFIDENTIAL ITEMS**

Closing of Meeting to the Public

**RECOMMENDATION**

*That the meeting be closed to the public.*

**NEXT MEETING**

The next Ordinary Meeting of Council will be held on 25 November at Serpentine commencing at 3pm.